

BRA EMPLOYMENT OPPORTUNITY**PLEASE POST!!****TITLE: CHIEF PLANNER****JOB VACANCY POSTING NO. 9-06****POSTING DATE: 2/13/06 REV: 7/26/06****EMPLOYMENT STATUS: BRA Development Program Employee
(See Definition Attached)****EXTERNAL DATE: 2/27/06****POSITION FILLED
BY:****DEPT/DIV: MAYOR AND DIRECTOR'S OFFICE****DATE:****NAME:**

SUMMARY: Under the direction of the Mayor and the Director/BRA, plan, coordinate, organize, manage and control the activities of the City's planning efforts in support of the economic growth and development of the City of Boston. Coordinate planning efforts and expedite communication and work flow of the following agencies with Master Planning efforts of the BRA: Parks & Recreation, Public Works, Schools, Cultural Affairs, BWSC, etc. Serve as contact and liaison on Mayor and Director's behalf for all levels of staff within the BRA, with City officials, City departments and agencies, community groups, and businesses, providing information on plans, needs, and future activities. Represent the Mayor and Director, BRA, and/or City of Boston at meetings, public hearings, etc. as directed.

Participate in the development of overall City/agency strategic plan, contributing expertise and information within planning areas as well as coordination of City/agency objectives and initiatives.

Participate with the Mayor and the Director's office and with other senior City officials in the development and articulation of overall Boston economic growth and development policy, missions and objectives.

Create, recommend and implement divisional strategic and operational plans; articulate City planning goals, ensuring consistency with organizational plans and objectives.

Develop and implement operating policies and procedures governing City planning operations. Monitor and assess effectiveness of policies; revise and enhance as needed.

Manage and control City planning activities. Provide management direction and guidance; intervene as necessary to resolve administrative or technical issues. Serve as advocate for City planning; represent City planning in internal and external groups.

Directly and through subordinate managers, oversee and participate in the effective and equitable rezoning of the City's neighborhoods, ensuring proper consideration of all constituent interests and consistency with overall urban planning objectives and initiatives.

Directly and through subordinate managers, oversee City's community planning and involvement activities, ensuring prompt and thorough attention and response to constituent interests and concerns. Lead and participate in planning and discussion meetings.

Directly and through subordinate managers, oversee the execution of City's major transportation planning and policy development initiatives. Oversee City/agency representation on major project task forces.

Consult in the recruitment, screening, and selection of City planning staff. Provide orientation and training. Develop performance plans for each employee consistent with job description and qualifications; conduct periodic performance reviews. Recommend compensation and other personnel actions. Manage and resolve employee relations issues.

Develop and recommend City planning operating and capital budgets.

Ensure the provision of high-quality service at levels within City's planning efforts.

Collaborate with other high level City officials in cross-disciplinary initiatives. Lead and participate in initiatives with other City agencies or other government bodies.

Monitor and enforce compliance with all internal and external regulations and statutes.

Perform other related duties as required.

QUALIFICATIONS: Work requires completion of a Master's Degree in Urban Planning or related field, plus fifteen or more years of progressively responsible related experience, with expertise in land use, transportation, infrastructure, and urban design. A background in the public sector is preferred and previous management experience is required.

**GRADE: 27
252.31****HIRING RANGE: \$107, 123.56 - \$138,**

To apply: Submit resume/application to **Human Resources, BRA**, 43 Hawkins Street, Boston MA 02114.
An Affirmative Action/Equal Opportunity Employer.

Auxiliary aids and services are available upon request to individuals with disabilities.

BOSTON RESIDENCY IS REQUIRED ON DATE OF HIRE.

RESOLUTION ADOPTED BY THE

BOSTON REDEVELOPMENT AUTHORITY
DECEMBER 12, 1968

1. RE: Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will exist for a temporary period and can best be met by a maximum flexibility in hiring, dismissal, promotion, and transfer of staff, and

Whereas, if such staff were to be classified as permanently employed within the meaning of Section 2600 of Chapter 121 of the General Laws, it would seriously jeopardize the Authority's ability to carry out the program with maximum efficiency and economy,

Therefore, be it Resolved that there shall be established a new class of temporary employees of the Authority which shall be known as Development Program Employees who shall be employed from time to time for work in the Development Program and shall not be considered as permanent employees of the Authority. All such employees, unless otherwise specifically provided, may be dismissed at any time for cause or on three months' notice without cause.